

**MINUTES OF REGULAR MEETING  
OF  
DOWNTOWN REDEVELOPMENT AUTHORITY**

February 16, 2016

The Board of Directors (the "Board") of the Downtown Redevelopment Authority (the "Authority") convened in regular session, open to the public, at the offices of the Houston Downtown Management District, on the 16<sup>th</sup> day of February, 2016, and the roll was called of the duly constituted officers and members of the Board, to-wit:

F. Xavier Peña	Chair
Keith Edward Hamm	Vice Chair
Deborah Keyser	Secretary
Curtis Flowers	Treasurer/ Investment Officer
Michele Sabino	Director
Barry Mandel	Director
James Harrison	Director
Regina Garcia	Director
Bruce Austin	Director

and all of said persons were present except Director Garcia and Director Harrison, thus constituting a quorum.

Also present were Bob Eury, President, Ryan Leach, Executive Director, and Aidé Meza, Administrative Assistant of the Authority; Algenita Scott Davis and Jackie Traywick of Central Houston, Inc. (CHI); Lonnie Hoogebom of the Houston Downtown Management District (HDMD); Clark Lord of Bracewell LLP; Jennifer Curley of the City of Houston (COH); Lieutenant Michelle Chavez of the Houston Police Department (HPD); Nancy Sarnoff of the Houston Chronicle; and Linda Treviño of the Metropolitan Transit Authority of Harris County (METRO).

**DETERMINE QUORUM; CALL TO ORDER**

Chair Peña noted that quorum was present and called the meeting to order.

**INTRODUCTION OF GUESTS AND PUBLIC COMMENTS**

Chair Peña requested all meeting attendees briefly introduce themselves and welcomed all.

**MINUTES OF PREVIOUS MEETINGS**

The Board considered approving the minutes of the previous meetings. Following discussion, upon a motion made by Director Austin and seconded by Director Mandel, the Board voted unanimously to approve the minutes of November 10, 2015.

**FINANCIAL REPORTS**

**Check Registers**

Ms. Traywick (CHI) provided an overview of the operating account and 2015 bond account check registers for November 2015, December 2015 and January 2016. She reported that the expenditures listed on the check registers were reoccurring operating and capital project expenses and recommended full approval by the Board.

Following discussion, upon a motion made by Treasurer/ Investment Officer Flowers and seconded by Secretary Keyser, the Board voted unanimously to approve the check registers.

### FY16 Second Quarter Financial Statement and Investment Report

Ms. Traywick (CHI) provided an overview of the quarterly financial statement and investment report for the 2nd quarter of FY16. Ms. Traywick reported expected revenues, expenses, and project costs.

Following discussion, upon a motion made by Secretary Keyser and seconded by Vice Chair Hamm, the Board voted unanimously to approve the second quarter financial statement and investment report for FY16, as presented.

### **MUNICIPAL SERVICES**

#### HPD Overtime Program Reports – November 2015, December 2015 and January 2016

Mr. Leach (Authority) introduced the monthly discussion of the HPD Overtime Program and reminded the Board that the November 2015 and December 2015 presentations had been sent to them prior to the meeting. With no questions or comments being raised on those two presentations, Lt. Chavez (HPD) presented the report for the month of January 2016. The report provided an overview of the criminal statistics within the Central Business District and included statistics for the Houston Public Library Plaza and library smoking citations. Lt. Chavez (HPD) answered questions for the Board and Authority staff.

No action was required.

### **DOWNTOWN LIVING INITIATIVE**

#### Fairfield Residential – First Amendment

Mr. Leach (Authority) introduced the request to authorize the execution of a first amendment to Fairfield Residential's economic development grant agreement. The developer's management team submitted a request to change the name of their Owner entity from FF REALTY II, LLC to BOP 1810 MAIN LLC.

Following discussion, upon a motion made by Director Mandel and seconded by Director Sabino, the Board voted unanimously to approve the execution of a first amendment to the economic development grant agreement by and between the Authority, Zone, City and FF REALTY II LLC, now BOP 1810 MAIN LLC, by the appropriate officers of the Authority.

### **OTHER BUSINESS**

#### Project Status Report

Mr. Leach (Authority) provided a brief status update on all active and ongoing projects.

No action was required.

#### Quarterly Photo Update

Mr. Leach (Authority) presented a quarterly photo status report focusing on projects that were under construction. Update highlights included the continuing progress of residential projects, the near completion of the International Coffee Building, the re-installing of Floyd Newsum's *Planter and Stems* along the 900 Block of Main St., the progress of construction on Allen Parkway and completion of the Holiday Inn. More information on these, and other projects, will be provided at the next Board meeting.

No action was required.

**NEXT MEETING**

Tuesday, March 15, 2016 at 12:00 p.m.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned.

*[Signature page follows]*



  
Secretary, Board of Directors